



Memorandum

To Jim Christiansen, EPA Remedial Project Manager

From Jeff Montera, CDM RAC VIII Project Manager

Date March 29, 2002

Contract Number 68-W5-0022

Work Assignment Number 116RIRI-08BC

*Subject Libby Asbestos Site RI SAP and Supporting Activities
Internal Weekly Status Report*

This informal status report summarizes activities for the above referenced work assignment by CDM the week ending March 29, 2002

Current Status

- Continued SAP preparation efforts
- Continued coordination efforts with Volpe/EPA removal program with regards to contaminant screening study (CSS)

Significant Conversations/Meetings

Remedial Investigation Contaminant Screening Study

- Pat Carnes (CSS 3/25) - Discussed issues regarding the field survey and the database Pat Carnes explained that currently the database is able to receive only a few fields from field survey forms I explained to her our strategy to be able to query out the yes/no questions from the field form and track down the details from logbooks We agreed to put it on the list of changes that need to be made as a result of the CSS These changes will not be addressed until version 2 was up and running
- CDM Internal (CSS 3/25) - Discussed with sample coordinator how to track specific requests (i.e., real estate transactions) from property owners as well as getting results to property owners The CDM sample coordinators are already tracking both of these issues With regards to specific requests, the sample coordinators keep a residential tracking spreadsheet, which includes information from completed data sheets as well as input on a weekly basis from Linda Newstrom There is a place in the spreadsheet termed Owner

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Concerns as well as a comment area. This information will be forwarded onto the CSS Task leader as necessary. As far as contacting property owners regarding their results, the process will be as follows: The data will be validated and qualifiers entered into the database. CDM will be conducting quality control checks on database entry. Once finished, that person will contact the community relations coordinator, informing them whose data is ready to be reported.

- EPA (CSS QA/QC 3/26) – Meet with J. Christensen and M. Goldate to fill in data gaps regarding QA/QC in the SAP. Major issues included what field and laboratory QCs are going to be in place and CDM's creation of SEM and IR data validation SOPs.
- CDM Internal (CSS 3/26) – Discussed how to get the right information for IR validation SOP. Addressed issues brought up in meeting with EPA.
- CDM Internal (GIS 3/29) – Discussed issues regarding information received from the State of Montana. Data will require some manipulation, however is complete. Also, addressed how to section the study area into manageable areas. GIS specialist will provide information for SAP early next week.

Field Effort

- Nothing to report this week.

Laboratory

- CDM Internal/EPA (Laboratory Procurement 3/27) – Discussed with project manager and contract specialist how to address IR procurement issues. They provided suggestions to present to EPA. Presented suggestions to EPA. Will set up a meeting with CDM, EPA, and EMSL early next week.

Community Involvement

- Karen Ekstrom (CSS SAP 3/29) – Discussed community involvement approach to getting sample results to property owners.

Removal Program

- CDM Internal – Removal program is spending most of their time with procurement for the upcoming season. Had several discussions with project manager, and laboratory coordinator regarding procurement issues for the CSS.

Potential Problems and Solutions

Potential Problem	Solution
■ Laboratory procurement IR SOP issue still unresolved	■ CDM/EPA have discussed possible solutions ■ CDM/EPA/EMSL will have a meeting early next week

Issues Resolved

None this period

Planned Activities/Scheduled Milestones

- 4/1 - 4/5 Onsite manager in Denver to finalize draft CSS SAP
- 4/3 CDM CSS SAP presentation to EPA Libby site team
- 4/3 - 4/5 Over-the-shoulder review of SAP by RPM
- 4/5 Send out draft CSS SAP for stakeholder review
- 4/8 - 4/12 Stakeholder review
- 4/15 - 4/19 CDM incorporate stakeholder comments finalize CSS SAP
- 4/19 Final SAP
- Mid April Prepare and finalize community involvement materials
- Mid May Mobilize in field